

**Willmar Community Education & Recreation  
Joint Powers Board  
April 25, 2014**

**Present:** Eric Banks, Any Boersma, Bill Borth, Matt Dawson, Tim Johnson, Audrey Nelson, Bonnie Pehrson, Lynn Peterson, Darin Strand, Liz VanDerBill

**Staff Present:** Steve Brisendine, Rob Baumgarn, Christine Hilbert, Becky Sorenson, Jena Tollefson, Ann Trochlil, Jodi Wambeke

Chairman Eric Banks opened the meeting by discussing the Park Plan. The Park Plan Committee, consisted of Eric, Bonnie Pehrson, Steve Brisendine, Brad Bonk, Rob Baumgarn, Audrey Nelson, Charlene Stevens, Scott Ledeboer, Gary Manzer along with Don Winckler and Matt Johnson of Mid Minnesota Development. After numerous meetings, a 150 page Park Plan document was presented to the City Council on Monday, April 21. Eric stated he felt the City Council was receptive to the plan which they adopted at the meeting.

Steve mentioned that he has contacted several landscape architect firms for quotes. Dead-line for submissions is May 22. The next step is funding the plan for 2015.

Eric mentioned that there was substantial input from the public, both at the open meetings that were held along with the on-line survey which was completed by 650 families. Audrey asked if there would be continued means of input from the community in the upcoming months of the more in-depth studies and plans that will be forth coming. Steve responded that there would be.

The next item on the agenda was the Strategic Plan Process. Steve stated that he has been corresponding with two individuals who are interested in running a strategic planning meeting for us. Since the Board felt it would be good to have someone new, versus using Roger Worner, Steve said that whoever is chosen to lead will probably want some time to meet and talk to the Board Members prior to the actual meeting date. Because of this, Steve is not sure if our May meeting date would give enough time for the interviews prior to the meeting.

Steve also mentioned that we are currently short one Board Member as Patty Johnson's term expired in March and she elected not to continue to the end of the year which had been decided as a way to get all Board Members on the same month for term expiration. Bonnie Pehrson's term also expired in March but she agreed to serve thru December.

Steve updated the Board of the progress of the Outdoor Archery Range plans. He has been in conversation with members of the Little Crow Archery Club. Steve and the club members have been looking over the open area south of the old Waste Water Treatment plant, east of the Kandi Mall. There is adequate space there and the area is currently not utilized, except as a spot for the City to haul excess snow.

## **CER Joint Powers Board Meeting**

**April 25, 2014, Page 2**

The main concern is safety. Steve stated that there is adequate space between the open area and the closest neighborhood that there would be no worry about arrows hitting houses or people in their yards. He also talked about the possibility of adding a berm on the north side as added protection. Steve is concerned the berm may be more of a problem with regard to blocking visibility than a safety value. Audrey Nelson asked how far the distance is from the north end of the targets to Pleasantview Park. Steve stated the distance was at least 400 yards.

The next item on the agenda was staff openings. Steve stated that Kevin Madsen, Civic Center Manager, is retiring, effective the end of May. Two individuals were interviewed yesterday. Background checks are being done and a decision will be made based upon further discussion with the interview team. Steve is hopeful to have someone in place prior to Kevin's departure.

Jim Nicholson, Adult Basic Ed Coordinator, has submitted his resignation effective the end of this school year. Currently, Jim and Julie Mischke (working at the Hutchinson campus) have been working together on coordination. Julie is currently thinking about retiring next year. The plan for now is to hire some additional instructors to free Julie to handle more of the coordination and then hire a new person in the spring of 2015 to work with Julie and take over the coordinator position.

Matt Dawson asked if the replacement for Kevin would be doing the same duties as Kevin has been doing. Steve responded by stating that he was hopeful the new person would be more managerial, leaving the day to day maintenance to the current maintenance staff.

A Request for Proposal has been submitted for the Arena refrigeration and HVAC system. Kevin, Steve and Sean Christensen, City Engineer is in the process of hiring a firm to do a study of the needs at the Arena. The HVAC system needs replacement first and will hopefully be completed before the upcoming winter if possible.

Due to government mandate, the R22 freon being used in most ice arenas has been ordered replaced by 2020. We are planning to do that work in 2015, after winter ice and hopefully before Sonshine in July. Fortunately, we should be able to accomplish this without tearing out the floor and replacing the pipes.

Matt Dawson asked if Steve had heard about any grant funds that could be applied for. Steve stated that has been talked about but due to the number of arenas who will need to replace their cooling units; the costs will be much larger than the amount that has been talked about by legislators. Eric Banks asked about the sales tax option. Steve responded that was expired. If we want to do that again for a specific project, a request must first be filed with the State. If the State grants the right to Willmar to increase their sales tax, the next step would be to put it on a ballot for the residents to vote on.

## **CER Joint Powers Board Meeting**

**April 25, 2014, Page 3**

Liz VanDerBill presented a report to the Board regarding the School District Facility Plan. Various options have been discussed: a) building a Middle School near the High School and changing the current Middle School to an elementary school; b) move 5<sup>th</sup> grade to the Middle School and add to the Middle School.

Due to the differences in cost, most members are leaning towards building an addition to the Middle School. An architect had drawn up plans for the proposed changes to the Middle School which included adding a wing for grade 5 on the west side of the school, adding a science lab and possibly adding gym space, both at the Middle School and the High School, along with adding a gymnastics area to the High School. This would add gym space at Kennedy by removing all the gymnastics equipment from the gym.

The next item discussed was Jefferson and what to do with programs housed there. The consensus of the School Board is that Jefferson needs too much money spent on upgrades and was not worth the expense. The idea of building a wing to Kennedy for ECFE classes was brought up.

Liz stated that there was some concern about cafeteria space at the Middle School. Since there is an unused open courtyard next to the cafeteria, that could be retrofitted to create more cafeteria space.

Audrey Nelson asked if this is a short term or long term solution. Liz stated that another 125 kids could be added before reaching maximum capacity.

Bonnie Pehrson asked about Community Ed & Rec and Adult Basic Education. Liz responded that so far, nothing has been talked about regarding Community Ed & Rec and Adult Basic Education.

When asked about a time-line, Liz responded she didn't know if the plans would be ready to put on the ballot this fall or if they would plan a special referendum.

Eric asked if there were any further questions or business. Bill Borth asked if the tennis courts at Rice were in the plans for repairs. Matt Dawson also asked about Miller Tennis Courts. Steve responded that Rice courts are scheduled for work in 2015 and Miller in 2017 or 2018. Bill stated that he had the names of a couple of people who were interested in teaching Zumba. Steve asked him to email the names to him and he would get them to Tammy Rudningen. Bill asked about the possibility of adding some academic courses for adults. Steve responded that he thought that might be part of the strategic plan.

As there was no further business, the meeting adjourned. The next meeting will be May 30.